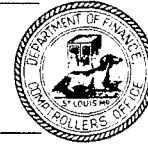




OFFICE OF THE COMPTROLLER  
CITY OF ST. LOUIS



FILE COPY

DARLENE GREEN  
Comptroller

*Internal Audit Section*

Carnahan Courthouse Building  
1114 Market St., Room 642  
St. Louis, Missouri 63101  
(314) 622-4723  
Fax: (314) 613-3004

DR. KENNETH M. STONE, CPA  
Internal Audit Executive

August 13, 2010

Erma Weathersby, Executive Director  
Vaughn Tenant Association/ Elmer Hammond Daycare  
1920 Cass Ave.  
St. Louis, MO 63106

RE: Community Development Block Grant (CDBG) (Project #2010-CDA22)

Dear Mrs. Weathersby:

Enclosed is a report of the fiscal monitoring review of the Vaughn Tenant Association/ Elmer Hammond Daycare, a not-for-profit organization, CDBG program for the period January 1, 2009 through October 31, 2009. The scope of a fiscal monitoring review is less than an audit and, as such, we do not express an opinion on the financial operations of Vaughn Tenant Association/ Elmer Hammond Daycare. Fieldwork was completed on November 30, 2009.

This review was made under authorization contained in Section 2, Article XV of the Charter, City of St. Louis, as revised, and has been conducted in accordance with the *International Standards for the Professional Practice of Internal Auditing* and through an agreement with the Community Development Administration (CDA) to provide fiscal monitoring to all grant subrecipients.

If you have any questions, please contact the Internal Audit Section at (314) 622-4723.

Sincerely,

Dr. Kenneth M. Stone, CPA  
Internal Audit Executive

Enclosure

cc: Jill Claybour, Acting Executive Director, CDA  
Lorna Alexander, Special Assistant for Development, CDA



# CITY OF ST. LOUIS

**COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

**VAUGHN TENANT ASSOCIATION/ ELMER HAMMOND DAYCARE  
CONTRACT: #09-11-36  
CFDA #14.218**

**FISCAL MONITORING REVIEW  
JANUARY 1, 2009 THROUGH OCTOBER 31, 2009**

**PROJECT #2010-CDA 22**

**DATE ISSUED: AUGUST 13, 2010**

**Prepared by:  
The Internal Audit Section**



## OFFICE OF THE COMPTROLLER

**HONORABLE DARLENE GREEN, COMPTROLLER**

**CITY OF ST. LOUIS  
COMMUNITY DEVELOPMENT ADMINISTRATION (CDA)  
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)  
VAUGHN TENANT ASSOCIATION/ ELMER HAMMOND DAYCARE  
FISCAL MONITORING REVIEW  
JANUARY 1, 2009 THROUGH OCTOBER 31, 2009**

**TABLE OF CONTENTS**

<b><u>Description</u></b>	<b><u>Page(s)</u></b>
<b>INTRODUCTION</b>	
Background	1
Purpose	1
Scope and Methodology	1
Exit Conference	1
<b>SUMMARY OF OBSERVATIONS</b>	
Conclusion	2
Status of Prior Observations	2
A-133 Status	2
Summary of Current Observations	2

## **INTRODUCTION**

### **Background**

**Contract Name:** Elmer Hammond Daycare  
**Contract Number:** 9-11-36  
**CFDA Number:** 14.218  
**Contract Period:** January 1, 2009 through December 31, 2009  
**Contract Amount:** \$20,000

The contract provided Community Development Block Grant (CDBG) funds to Vaughn Tenant Association/ Elmer Hammond Daycare (Agency) to assist low to moderate income families in the mental, physical, and educational growth and development of their children, with an emphasis on the total child care, and at the same time, freeing the parent to attain, retrain, or train for employment.

### **Purpose**

The purpose of this fiscal monitoring review was to determine the Agency's compliance with federal, state and local CDBG requirements for the period January 1, 2009 through October 31, 2009, and make recommendations for improvements, as considered necessary.

### **Scope and Methodology**

Inquiries were made regarding the Agency's internal controls relating to the grant administered by the Community Development Administration (CDA). Evidence was tested supporting the reports the Agency submitted to CDA, and other procedures were performed, as considered necessary. Fieldwork was completed on November 30, 2009.

### **Exit Conference**

An exit conference was not considered necessary because there were no findings.

## **SUMMARY OF OBSERVATIONS**

### **Conclusion**

No evidence was found to suggest that the Agency did not fully comply with federal, state and local CDA requirements.

### **Status of Prior Observations**

The Agency's previous fiscal monitoring report, Project #2009-CDA48, issued April 2, 2009, contained one observation:

- Opportunity for board oversight over Agency's financial activities (**Resolved**)

### **A-133 Status**

According to a letter received from the Agency, it did not expend \$500,000 or more in federal funds in its fiscal year ended December 31, 2008; therefore, it was not required to have an A-133 audit.

### **Summary of Current Observations**

There were no current observations.